

**CITY OF NORWALK  
THIRD TAXING DISTRICT  
REGULAR MEETING  
MARCH 29, 2004**

**ATTENDANCE:** David Brown, Chairman; Stephen Feinstein; Paul Coggin

**STAFF:** George Leary, General Manager; Christopher Jarboe, Esq.; John Stoops, Treasurer.

**OTHERS:** Don Nelson, Clean and Green; Russell Morris and Terry Rooney, East Norwalk Improvement Association; Gabe Stearn

Chairman Brown called the meeting to order at 7:05 p.m.

**PUBLIC COMMENT**

Mr. Nelson, who said all their volunteers were delighted about using the house, asked if they could connect to the District's telephone system. The Commissioners discussed this, after which Chairman Brown advised Mr. Nelson to obtain a separate line from the District's to run their business. Responding to Mr. Nelson's question about the porch repairs, Mr. Leary said that the contractor has not yet submitted a bid but this would be followed up in a few days.

Mr. Morris said that the ENIA submitted their expenses for fiscal year 2002/03 and projected expenses for fiscal year 2003/04. He asked if there was a specific line item that the TTD wanted reduced by \$6,000; Commissioner Coggin and Chairman Brown said it should be a reduction across all line items. Chairman Brown said that "Building Maintenance" would be brought into the District's budget. The Commissioners discussed what specifically the ENIA should be responsible for versus what would be included in the building maintenance category in the District's budget. Chairman Brown assured Mr. Morris that it was not the intent of the TTD to diminish the ENIA's grant amount. Mr. Rooney said that the delineation of responsibility had always been confusing; Commissioner Coggin said that a clear distinction is important. He suggested that "building maintenance" be changed to "building supplies" on the line item.

Commissioner Feinstein, speaking on behalf of the other commissioners, extended get well wishes to Mr. Scofield's wife who was recovering from recent surgery.

### **APPROVAL OF MINUTES**

The following corrections were made:

On page 3 in the motion made by Commissioner Coggin, add the word “changes” after the word “following”

On page 4 under Rate Stabilization, delete the first sentence in its entirety. Under TTD Electric Department, correct the spelling of the word “Descriptions”

- \*\* COMMISSIONER FEINSTEIN MOVED TO APPROVE THE MINUTES OF MARCH 15, 2004 AS CORRECTED.**
- \*\* CHAIRMAN BROWN SECONDED THE MOTION.**
- \*\* MOTION PASSED UNANIMOUSLY.**

### **GENERAL MANAGER’S REPORT**

Mr. Leary said that there was nothing in addition to what appeared in his written report to mention.

### **APPROVAL OF AUDITS FOR YEAR ENDING 2001 AND 2002**

Mr. Leary said that the auditors were in the process of making final changes, but awaits information from Attorney Dennin regarding the non-utility property owned by the District; there was no data on the land records relative to where the property was located. Responding to Commissioner Coggin question, Mr. Leary said that Craig advised that the changes were complete but that he had not seen the final version. The audits were not signed. Chairman Brown said that they are required to be submitted to the State no later than April 30<sup>th</sup>; he requested Mr. Leary to email the final version to everyone as soon as it was received. Commissioner Coggin asked to have them before the next meeting.

### **FISCAL YEAR 03-04 FINANCIAL PROJECTION AND RATE STABILIZATION FUND BALANCE**

The Commissioners discussed Mr. Leary’s March 29<sup>th</sup> memorandum on revenue requirements at length. He explained why it was important to increase rates and said that power costs are expected to drop in 2005. The Commissioners discussed fiscal year 2004-05 projected figures, comparing them 2002-03 actual expenses and 2003-04 projections. Commissioner Feinstein commented specifically about the \$300,000 increase in administrative expenses which Mr. Leary said was mainly due to salaries and the cost to use temporary help. Commissioner Feinstein said that he couldn’t in good conscience recommend a rate increase if administrative expenses were

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out of control. Mr. Leary said that maintenance costs depend on what type of projects are being worked on. He said that the loss in revenue this year would be offset by the profit next year, thus there was no need to take action to make a change. Commissioner Coggin said that he was not prepared to take action on raising rates at tonight's meeting; Chairman Brown said that the issue would be put on next month's agenda.

### **LANDSCAPING CONTRACT**

The Commissioners discussed Mr. Leary's March 22<sup>nd</sup> memorandum regarding landscaping bids; Mr. Leary said that he could not make a clear recommendation of who to select. Chairman Brown said that the District should be able to reserve the right to tell whatever contractor is chosen that work should only be done when it is needed.

**\*\* CHAIRMAN BROWN MOVED TO AWARD A THREE-YEAR CONTRACT FOR DISTRICT LANDSCAPING SERVICES, SUBJECT TO PERFORMANCE, IN A SUM NOT TO EXCEED \$12,695 PER YEAR FOR THREE YEARS TO OMAN'S GARDEN CENTER.**

**\*\* COMMISSIONER COGGIN SECONDED THE MOTION.**

**\*\* MOTION PASSED UNANIMOUSLY.**

**\*\* COMMISSIONER FEINSTEIN MOVED TO AWARD A THREE-YEAR CONTRACT FOR CEMETARY LANDSCAPING SERVICES, IN A SUM NOT TO EXCEED \$5,352 PER YEAR FOR THREE YEARS TO NEW IMAGE LANDSCAPING.**

**\*\* COMMISSIONER COGGIN SECONDED THE MOTION.**

**\*\* MOTION PASSED UNANIMOUSLY.**

**\*\* COMMISSIONER COGGIN MOVED TO ADD DISCUSSION OF POSSIBLE CHANGES TO THE RECOMMENDED THIRD TAXING DISTRICT BUDGET TO THE AGENDA.**

**\*\* CHAIRMAN BROWN SECONDED THE MOTION.**

**\*\* MOTION PASSED WITH ONE VOTE IN OPPOSITION (COMMISSIONER FEINSTEIN).**

Mr. Morris continued his discussion about the East Norwalk Improvement Association's proposed budget. Commissioner Coggin suggested that the \$9,000 difference between what the ENIA was requesting and what the District was agreeing to could be explained as a way of addressing a clerical error.

**\*\* COMMISSIONER COGGIN MOVED TO RECOMMEND TO THE ELECTORS ON APRIL 14, 2004 THAT THE LINE ITEM FOR THE EAST NORWALK**

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**IMPROVEMENT ASSOCIATION (ENIA) IMPROVEMENTS BE REVISED TO \$127,000 AND THE CAPITAL MAINTENANCE AND IMPROVEMENTS TO THE LIBRARY BUILDING BE REVISED TO \$7,000, BOTH TO ADDRESS A CLERICAL ERROR.**

**\*\* COMMISSIONER FEINSTEIN SECONDED THE MOTION.  
\*\* MOTION PASSED UNANIMOUSLY.**

**GENERATION AND LOAD REDUCTION PROJECTS**

Chairman Brown said that Mr. Stearn was available to join the Commissioners during discussion of this item.

**\*\* CHAIRMAN BROWN MOVED THAT THE COMMISSIONERS ENTER EXECUTIVE SESSION TO DISCUSS CONTRACT NEGOTIATIONS.  
\*\* COMMISSIONER COGGIN SECONDED THE MOTION.  
\*\* MOTION PASSED UNANIMOUSLY.**

The Commissioners entered executive session at 8:50 p.m.

Respectfully submitted,

Carol A. Wiggins for  
Telesco Secretarial Services